

COMMUNITY MEDIA CENTER OF MARIN  
(CMCM)

Board of Directors Meeting  
Thursday Jan 27, 2011  
819 A Street, San Rafael  
4:00 pm – 6:00 pm  
Minutes

**A. Call Meeting to Order – Bruce Bagnoli – 4:04 PM**

Bruce Bagnoli - *Chairperson* - P  
Lynn Bornstein - P  
Larry Bragman - A  
Gregg Clarke - P  
Frank Crosby - A  
Sarah Darcey-Martin - P  
Flor Emert - *Vice Chairperson*- P  
Business/Chamber Position not filled  
Jim Geraghty - *Secretary*- P  
Janette Gitler - A  
Trish Hibben - A  
Dane Lancaster - P  
George J. Rodericks - P  
Larry Paul - A  
Bill Sims - *Treasurer* - P  
Michael Eisenmenger Executive Director – P (non-voting)

**B. Agenda Approval - 5 Minutes**

**M/Geraghty – 2nd/Sims - Approved**

**C. Initial Public Comment - 5 Minutes - None**

**D. Approve Minutes of Board Meeting - 5 Minutes**

**M/Sims – 2<sup>nd</sup>/Clarke - Approved**

**E. Executive Director Report - 30 Minutes**

- CMCM Audit/ MTA Annual Reports and Budget – completed and mailed to executive and finance with one suggested correction, which will clarify FDIC limits. We will be looking to change frequency of audits.

The CMCM Annual Report has been received by the Marin Telecommunications Agency.

- City Work – Mill Valley / San Rafael / more –

Mill valley is producing 4 meetings a month with new video equipment.

San Rafael – the wiring has begun and CMCM will be providing monthly services when completed.

Ross and San Anselmo are either looking at or going with a one camera set up for chambers.

- CMCM Staffing changes – Victoria Fong has gone to New Zealand. Fong was instrumental in shaping the center and establishing the start-up phase. Jake Nicols has been promoted from our ranks to replace Fong.

Francisco Diaz has come on as a part time front desk member services person.

Eduard has returned to France and is in the process of applying to the State department for an Academic Intern Visa and is expected to return shortly.

- Daily Schedule change – CMCM is now opening at 11 AM and closing at 6 PM on Fridays, a

change from 2 PM – 9PM hours.

- DIVCA Updates – MTA Finance committee met with Michael Eisenmenger and Bill Sims to discuss the state franchise switch and the information and talking points available to both boards.
- CMCM past/upcoming events – The Center produced a number of holiday events, Heart of Marin awards, One Book One Marin, Dominican is renewing their series, Dominican's communications professor is interested in working with the CMCM Board to develop the Education Channel. Megan Loretz outreached to the San Rafael High School Media Academy attending their preview showing of PSAs and arranged to meet with the faculty advisors and continues to coordinate outreach to similar media academies in Marin High Schools. Yale education series is now being shown on the education channel. Larkspur Youth Film Festival wants to broadcast last years winners and current winner's productions. Marin County Office of Education is holding a forum on Safety and Social Media/Common Sense Media during the first week of February. Ken Lippi profile wrap around. DAP Renewal will be submitted to the MTA on February 9<sup>th</sup>, 2011  
Program Guide - CMCM will be included with Comcast's program guide for a fee.

#### **F. Old Business - 50 Minutes**

- Finance Committee Report - Clarke – we are capable of setting up a simple 401k for employees. Presented, Schwab Portfolio Bond report – see report  
- *Update, Payroll/HR change of provider and approval*
- Outreach/Development Committee Report – Strategic Plan report in February. Inviting Sarah to join the committee. Met with Marty Rubino and Cynthia Murray to discuss outreach, determined to outreach to convenors and other early groups working on establishment of CMCM as well as outreach into the business community.
- MTA Report – Committee looking at alternatives for senior/low income discount when moved to state franchise.

#### **G. Public Comment - 10 Minutes - none**

#### **H. New Actionable Business - 15 Minutes**

Flor Emert is working on the LGBT Film Festival and would like CMCM to sponsor “La Mission”

- Date and Time for next Board meetings – Fourth Thursdays: Feb 24, March 24, April 22, May 27, June 24, July 29\*, Aug 26, Sept 23, Oct 28.  
4 PM – 6 PM
- Executive Session - If necessary - none

#### **I. Adjournment at 6:00 pm**

**M/Geraghty – 2nd/Sims – Approved**

*These minutes are a draft and subject to change*